

RECREATION & PARKS COMMISSION
MEETING MINUTES SYNOPSIS
November 9, 2016 – 8:30 a.m.
Jerry Hammond Building
1111 E. Broad St., Columbus, OH 43205

Call to Order

8:52 a.m.

Present

Commissioners: Jennifer Adair, Derrick Clay, Dave Paul, Kathy Rothan, & Bettye Stull

Staff: Tony Collins, Steve Aumiller, William Behnke, Eric Brandon, Stephanie Brock, Troy Euton, Steve Hiland, Brian Hoyt, Jason Nicholson, Mollie O'Donnell, John Oswalt & Paul Rakosky

Guests: Robert Grinch

Previous Board Meeting minutes

On a motion made by Commissioner Stull and seconded by Commissioner Clay the October minutes were unanimously accepted.

Old Business

None

Directors Comments

Director Collins reviewed the Directors Report and Updates

- Finalized staffing moves
- Introduced Troy Euton, New Assistant Director for Park Operations & Management
- New organizational chart reviewed

New Business

Meetings today and going forward will be recorded.

CONSENT AGENDA – Director Collins presented the consent agenda

1. Ord# 2791-2016 (Alum Creek Maintenance Facility Improvements)

Title: To authorize and direct the City Auditor to set up a certificate in the amount of \$300,000.00 for various expenditures for labor, materials, and equipment in conjunction with Recreation and Parks facility improvements; to authorize the expenditure of \$300,000.00 from the Recreation and Parks Voted Bond Fund; and to declare an emergency. (\$300,000.00)

2. Ord.# 2860-2016 (Golf CIP AC 2016-2017)

***Title:** To authorize and direct the City Auditor to set up a certificate in the amount of \$50,000.00 for various expenditures for labor, material, and equipment in conjunction with Recreation and Parks golf course improvements; and to authorize the expenditure of \$50,000.00 from the Recreation and Parks Voted Bond Fund. (\$50,000.00)*

On a motion made by Commissioner Adair, and seconded by Commissioner Stull, the commission unanimously approved the Consent Agenda.

ADMINISTRATION AGENDA

1. Ord.# 2865-2016 (ESP Properties - Sponsorships)

***Title:** To authorize the Director of the Recreation and Parks Department to enter into contract with ESP Properties for complete sponsorship asset inventory and valuation; to authorize the expenditure of \$80,000.00 from the Recreation and Parks Operating Fund 2285 and \$85,000 from the Special Purpose fund 2223; and to declare an emergency. (\$165,000.00)*

Bids were advertised through Vendor Services, in accordance with City Code Section 329, on Feb 22, 2016 and received by the Recreation and Parks Department on March 4, 2016. Bids were received from the following companies:

Company

ESP Properties	(MAJ)
CSL International	(MAJ)
The Superlative Group	(MAJ)

ESP Properties was selected for services that most closely matched the department's needs. Their service will provide resources, data, education and counsel for CRPD staff to generate revenue in-house.

2. Ord.# 2866-2016 (Franklin Park Cascades Engineering)

***Title:** To authorize the Director of Recreation and Parks to enter into contract with Kramer Engineers for engineering services to make renovations to the existing Ponds and Cascades at Franklin Park; to authorize the expenditure of \$148,500.00; and to declare an emergency. (\$148,500.00)*

Bids were advertised through Vendor Services, in accordance with City Code Section 329, on August 8, 2014 and received by the Recreation and Parks Department on August 27, 2014. Bids were received from the following companies:

Company

Kramer Engineering (MAJ)

After reviewing the proposals that were submitted, it was determined that Kramer Engineers are the most responsive bidder.

- Cascades have been down for most of the year; maintenance issues.
- Have there been any comments from the public? Yes.

- Pumps are currently underground, the hope is to replace the equipment and have them put above ground.

3. **Ord.# 2867-2016 (Central Ohio Greenways Website)**

***Title:** To authorize the Director of the Recreation and Parks Department to enter into contract with Basecraft, Inc. for website design and development services for the Central Ohio Greenways; to authorize the expenditure of \$60,000.00; and to declare an emergency. (\$60,000.00)*

Proposal was advertised through Vendor Services, in accordance with City Code Section 329, on August 29, 2016 and received by the Recreation and Parks Department on September 16, 2016. Proposals were received from the following companies:

Company

Basecraft
Mindstream
Stantec
Chepri
Brewhouse
ezSite
Ardent Technology
Civic Live
IBEL Agency
FORT Design
ZED Digital

After evaluation of the proposals, the team shortlisted three firms (FORT Design, IBEL Agency, Basecraft). After interviewing the firms, the team has selected Basecraft to perform the project. The firm was chosen based on their reference projects, qualifications, availability, timeline, and project approach.

- Able to connect with our regional partners

4. **Ord.# 2868-2016 (Rocky Fork Corridor Protection)**

***Title:** To authorize the Director of the Recreation and Parks Department to sign as a holder of an Environmental Covenant on two tracts of property along the Rocky Fork corridor in the far northeast side of the city; and to declare an emergency. (\$0.00)*

5. **Ord.# 2869-2016 (Alum Creek Trail – Shepard Connector)**

***Title:** To authorize the Director of the Recreation and Parks Department to enter into contract with Moody Engineering, Inc. for the design and engineering services for the Shepard Connector to the Alum Creek Trail; and to authorize the expenditure of \$60,000.00. (\$60,000.00)*

Proposals were advertised through Vendor Services, in accordance with City Code Section 329, on September 15, 2016 and received by the Recreation and Parks Department on October 7, 2016. Proposals were received from the following companies:

Company

Moody Engineering (Columbus, MBE)
JMT (Columbus)

OHM (Columbus)
Stantec (Columbus)
Patrick Engineering (Columbus)
Prime AE (Columbus)
Carpenter/Marty (Columbus)
2 LMN (Columbus)
Korda Nemeth (Columbus)
FTC & H (Columbus)

After evaluation of the proposals, it was recommended that Moody Engineering be selected to perform the work. The firm was chosen based on their reference projects, experience, qualifications, availability, timeline, and project approach.

- The park at the new library will connect to this trail

6. Ord.# 2870-2016 (Big Walnut Trail – Williams Road to 3 Creeks Park Modifications)

Title: To authorize the Director of the Recreation and Parks Department to modify the contract with DLZ Ohio, Inc. for detailed design and engineering plans for extending the Big Walnut Trail; to authorize the modification of \$314,859.77; and to authorize the expenditure of \$419,859.77. (\$419,859.77)

7. Ord.# 2871-2016 (Blacklick Walnut Trail – Portman Park to Refugee)

Title: To authorize the Director of the Recreation and Parks Department to enter into contract with Johnson, Mirmiran & Thompson, Inc. for the design and engineering of the Blacklick Trail - Portman Park to Refugee Road; and to authorize the expenditure of \$79,818.00. (\$79,818.00)

Proposals were advertised through Vendor Services, in accordance with City Code Section 329, on October 5, 2016 and received by the Recreation and Parks Department on October 21, 2016. Bids were received from the following companies:

Company

Johnson, Mirmiran & Thompson (Columbus)
Carpenter/Marty (Columbus)
2 LMN (Columbus)
Korda Nemeth (Columbus)
FTC & H (Columbus)
GPD (Columbus)

After evaluation of the proposals, it was recommended that Johnson, Mirmiran & Thompson be selected to perform the work. The firm was chosen based on their reference projects, railroad experience, qualifications, availability, timeline, and project approach.

8. Ord.# 2872-2016 (Scioto Mile Fountain)

Title: To authorize the Director of Recreation and Parks to enter into contract for improvements to the Scioto Mile Fountain; to waive the competitive bidding provisions of the Columbus City Code; to authorize the expenditure of \$110,000 from an existing Budget Reservation; and to declare an emergency. (\$110,000.00)

- This is for operational computer use of the fountain.
- Due to the leaks under the fountain a lot of the equipment was getting wet. The equipment will be relocated; the leaks are being fixed.

On a motion made by Commissioner Rothan, and seconded by Commissioner Adair, the commission unanimously approved the Administrative Agenda.

PARKS & OPERATIONS AGENDA

9. Ord.# 2859-2016 (Propane Mowers)

***Title:** To authorize the Finance and Management Director to enter into a contract with Buckeye Power Sales for the purchase of Twelve (12) Exmark Mowing Tractors for the Recreation and Parks Department - Parks Maintenance Section in accordance with bids received in the Purchasing Office on RFQ002726; and to authorize the expenditure of \$127,500.00. (\$127,500.00)*

The Purchasing Office advertised formal bid RFQ002726. Three (3) bids were received as follows:

<u>Vendor</u>	<u>Manufacturer /Model</u>	<u>Bid Amount</u>
Buckeye Power Sales	Exmark LZS740PKC60400	\$ 127,500.00 (12 Each)
Century Equipment	Toro 74933	\$ 132,468.48 (12 Each)
Apple-Farm	Grasshopper 327K	\$ 156,000.00 (12 Each)

- Due to the leaks under the fountain a lot of the equipment was getting wet. The equipment will be relocated; the leaks are being fixed.

On a motion made by Commissioner Adair and seconded by Commissioner Rothan, the commission unanimously approved the Administrative Agenda.

RECREATION & PROGRAM SERVICES – No legislation to vote on.

YOUTH & FAMILY DEVELOPMENT – No legislation to vote on.

Presentations

Budget - Steve Hiland gave a brief presentation on the budget that will be rolled out by the Mayor's office tomorrow.

Code – Reviewed code change given to and approved by Commission and Council earlier this year. Steve Hiland gave a presentation that showed how the Cost Recovery Model was created and the updates that were made.

- This is just being presented today it was passed by Commission back in December

Fee Policy – Jason Nicholson gave an over view of the fee policy changes that took place at the beginning of 2016.

- After reviewing the cost recovery for 2016, the Special Events division met their goal and don't feel there is a need to increase fees for 2017. They would like to continue with the 2016 fee changes.

On a motion made by Commissioner Clay, and seconded by Commissioner Adair the commission approved the race event fee changes and continuation of the 2016 special event and park fee schedule. Karla Rothan abstained from the vote.

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Director's Comments

- Directors report will be sent out
- Great Senior event at Hollywood Casino
- Save the date cards went out for the P.L.A.Y. outing; please come out it's our number one fund raising event
- COSI Peninsula park construction is under way

Public Comments

None

Adjournment

There was a motion made by Commissioner Adair and seconded by Commissioner Rothan. The meeting was adjourned at 10:27a.m.

Dave Paul, Vice President

Tony A. Collins, Director